



# Application for RESOURCE CONSENT

Form 9, Resource Management Act 1991

Section 1: Applicant Details		
Name:		
Email:		
Address:		
		Postcode:
Contact:	Landline:	Mobile:
Are you acting on behalf of the applicant? <input type="radio"/> Yes (enter Agent Details below) <input type="radio"/> NO (go to Section 3)		

Section 2: Agent Details		
Contact name:		
Email:		
Company:		
Mailing address:		
		Postcode:
Contact:	Landline:	Mobile:
Invoices are to be made out to: (select one) <input type="radio"/> Applicant <input type="radio"/> Agent		

Section 3: Site Details	
The site to which this application relates to is described as:	
Address:	
Legal description:	
Lawfully established uses on site:	

#### Section 4: Application Type(s)

- Land use Consent
- Subdivision Consent
- Right of Way
- Variation/Cancellation of Consent Conditions
- Variation/Cancellation of Consent Notice
- Existing Use Rights Certificate
- Outline Plan Waiver
- NES for Accessing Contaminates of Soil to Protect Human Health (e.g. Change of Use or Subdivision)

#### Section 5: Proposal (Please provide a brief description of the proposal)


#### Section 6: Other Information

Are there other Resource Consent(s) required for this proposal?  Yes  No  
(If yes, please tick the Resource Consents below and relevant application status)

Consent Type	Consent Required	Application Made	Consent Obtained
Land Use Consent	<input type="radio"/>	<input type="radio"/>	Ref No.
Subdivision Consent	<input type="radio"/>	<input type="radio"/>	Ref No.
HBRC Coastal Permit	<input type="radio"/>	<input type="radio"/>	Ref No.
HBRC Water Permit	<input type="radio"/>	<input type="radio"/>	Ref No.
HBRC Discharge Permit	<input type="radio"/>	<input type="radio"/>	Ref No.
HBRC Land Use Consent	<input type="radio"/>	<input type="radio"/>	Ref No.
Have you applied for a PIM or Building Consent in relation to this project?	<input type="radio"/> Yes <input type="radio"/> No		
If yes, please provide project Building Consent Number:	Ref No.		

**Information Required Checklist:**

<input type="radio"/>	<p>Assessment of Environment Effects (AEE) relevant to your application.</p> <p>An AEE is an essential part of the application. If no AEE is provided then Council cannot assess the application. The AEE should discuss all of the actual and potential effects on the environment arising from this proposal. The amount of detail included in the AEE must reflect the nature and scale of the development and its likely effects. The Fourth Schedule of the Resource Management Act 1991 lists the matters to be covered in an AEE.</p>
<input type="radio"/>	<p>Site visit requirements:</p> <p>Is there a locked gate or security system restricting access by Council staff? <input type="radio"/> Yes <input type="radio"/> No</p> <p>Is there a dog on the property? <input type="radio"/> Yes <input type="radio"/> No      If yes, how many?</p> <p>Provide details below of any entry restrictions or hazards that council staff should be aware of:</p>  
<input type="radio"/>	<p>Plans showing the proposed development including (where relevant);</p> <ul style="list-style-type: none"> <li><input type="radio"/> Address of property</li> <li><input type="radio"/> Name of architect/draftsman</li> <li><input type="radio"/> Date plans drawn</li> <li><input type="radio"/> Plan numbers and variations</li> <li><input type="radio"/> Site boundaries</li> <li><input type="radio"/> Key dimensions</li> <li><input type="radio"/> North arrow</li> <li><input type="radio"/> Scale of 1:50, 1:100, 1:200 or 1:1000</li> <li><input type="radio"/> Design of earthworks and final levels and contours of site</li> <li><input type="radio"/> Identify all retaining walls</li> <li><input type="radio"/> Layout &amp; location of proposed structures &amp; buildings or alterations to existing structures, buildings &amp; paved areas</li> <li><input type="radio"/> Floor plans of proposed buildings showing all kitchen facilities</li> <li><input type="radio"/> Calculation of total site coverage</li> <li><input type="radio"/> For non-residential sites: gross floor area of all buildings on site (for assessing car parking requirements)</li> <li><input type="radio"/> Details of any signage</li> <li><input type="radio"/> All landscape design proposals, site planting and fencing</li> <li><input type="radio"/> Vehicle crossing, parking, loading bay, circulation and manoeuvring</li> <li><input type="radio"/> Position of any easements and other restrictions over the allotment</li> <li><input type="radio"/> When more than one dwelling on site: show outdoor living space &amp; external access storage for each dwelling</li> <li><input type="radio"/> The position of all utility services (Public and Private)</li> <li><input type="radio"/> Relationship of buildings to existing ground level &amp; finished ground levels &amp; boundaries, including cross sections</li> </ul>
<input type="radio"/>	<p>Schedule of proposed work with a timeframe (for relocated structures)</p>   
<input type="radio"/>	<p>Accompanying Information if required;</p> <ul style="list-style-type: none"> <li><input type="radio"/> Engineering</li> <li><input type="radio"/> Landscape</li> <li><input type="radio"/> Traffic</li> <li><input type="radio"/> Urban Design/Architect</li> </ul>

## Notes For Applicants:

- (i) Incomplete applications will be returned to the applicant.  
Your application will not be lodged for processing by Napier City Council unless all the above items are included with the application form.
- (ii) Your application will be checked for completeness, under Section 88 of the Resource Management Act 1991 (the Act).
- (iii) If your application is deemed to be complete, it will be formally received as from the date of lodgement. You will receive an acknowledgement letter within 10 working days advising you that the application is formally received, and advising of the name of the Planner who will be processing the application.
- (iv) If your application is deemed to be incomplete (at the Section 88 check) it will be returned to you within 10 working days, along with details of the missing information (or information that is needed in order for it to be deemed complete).
- (v) If the returned application is re-lodged with the Council, it will be treated as a new application, i.e. the processing clock starts from the date the application is re-lodged.
- (vi) If you decide not to re-submit the application, the initial payment (deposit) will be returned to you, minus the charges incurred to date (eg. for the Section 88 check by the Planner, and for administration time).
- (vii) The Information on this form is required to be provided under the Resource Management Act 1991 and is required to process your application. This information (including your personal details) has to be made available to members of the public and the media, including business organisations. Under the Privacy Act 1993 you have the right to access the personal information held about you by the Council, and you can also request that the Council correct any personal information it holds about you.

### Section 7: Declaration

- I understand that the Council will send all invoices and refunds for the actual and reasonable cost incurred in the processing of this application to the applicant or agent as selected in Section 2; and I will be responsible for, and will indemnify the Council in respect of, or payment of all fees in connection with this application.  
I further understand that all correspondence related to the application will be made to me.

#### Signed by:

Owner:

Signature:

Name:

Date:

or

Agent: (on behalf of, or with authority from, owner)

Signature:

Name:

Date: